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Department of Health and Family Services

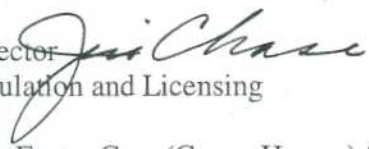
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January 9, 2006

**BRL CW Memo-2006-01**

TO: Group Foster Home Licensees

FROM: Jill Chase, Director   
Bureau of Regulation and Licensing

RE: HFS 57, Group Foster Care (Group Homes) for Children  
Revised Rule, Effective January 1, 2006

The revised rule, HFS 57, Group Foster Care for Children, is now in effect. I appreciate the work that you and the employees of your facilities have done, and will continue to do, to comply with this new rule.

We were very pleased that 179 individuals, representing 77 group foster homes and other agencies, attended the two training sessions on the rule that were held in November. It was a good opportunity to discuss the changes, and answer questions.

The presentation from the training, with the speakers' notes, is now available on our web site:  
[http://dhfs.wisconsin.gov/rl\\_dcfs/INDEX.HTM](http://dhfs.wisconsin.gov/rl_dcfs/INDEX.HTM)

In addition, one of the handouts from the training, HFS 57, Group Foster Care Annotated, is available on our web site: [http://dhfs.wisconsin.gov/rl\\_dcfs/RULEREKS.HTM](http://dhfs.wisconsin.gov/rl_dcfs/RULEREKS.HTM) You may also purchase copies of the annotated rule for \$5.00 from any regional office or the BRL central office.

At the training session, we discussed the rule requirement in HFS 57.05 for a program statement and policies and procedures. While many programs already have these, they must be reviewed and revised if necessary to comply with the revised HFS 57.

Group foster homes must submit their program statements, policies and procedures to the department by **April 1, 2006**, along with the CFS-2378, Policy and Procedure Checklist-Group Foster Homes. Because not everyone was able to attend the training, I am advising all group foster homes of this requirement through this memo. I am also enclosing a copy of the Policy and Procedure Checklist. Please submit the required material to your assigned licensing specialist.

If you have any questions, please contact your regional licensing staff or BRL central office at (608) 266-9314.

Enclosure: CFS-2378 Policy and Procedure Checklist-Group Foster Homes

cc Licensing Staff  
Other Interested Parties